

JUSTICE BASHEER AHMED SAYEED COLLEGE FOR WOMEN (Autonomous)  
CHENNAI – 600 018

Minutes of the Twenty Fifth (25<sup>th</sup>) Meeting of the Academic Council of the Justice Basheer Ahmed Sayeed College for Women held on Saturday, the 30<sup>th</sup> October 2021 at 10.30 a.m. in the S.I.E.T. Sports Pavilion Hall.

**MEMBERS PRESENT**

1. Dr. Shanaz Ahamed : Principal, **Chairperson**
2. Dr. M. Uma Maheswari : Professor  
Department of Politics and Public  
Administration  
Chepauk, Chennai – 600 005  
**University Nominee**
3. Dr. P.L. Chithra : Professor  
Department of Computer Science  
University of Madras, Guindy Campus  
Chennai – 600 025  
**University Nominee**
4. Dr. T.J. Kamalanabhan : Professor  
Department of Management Studies  
Indian Institute of Technology  
Chennai – 600 036  
**Management Nominee**
5. Ms. Letika Saran : Former Director General of Police  
**Management Nominee**
6. Dr. Sanjida Haris : Former Principal  
JBAS College for Women (Autonomous)  
**Management Nominee**
7. Dr. Rayeesunisa : Member Secretary  
Assistant Professor  
Dept. of Commerce – F.N. Session  
nominated by the Principal
8. Dr. Shaik Azeem Taj : Senior Faculty Member  
Assistant Professor  
Dept. of Plant Bio. & Plant Biotech. – F.N. Session  
nominated by the Principal
9. Mrs. Anis Fathima Faisal : Senior Faculty Member  
Assistant Professor  
Dept. of English – F.N. Session  
nominated by the Principal
10. Mrs. G. Meenakshi : Senior Faculty Member  
Associate Professor  
Department of Computer Science – A.N. Session  
nominated by the Principal
11. Mrs. A. Iffath Jehan : Senior Faculty Member  
Associate Professor  
Department of C.S. & I.S.M. – A.N. Session  
nominated by the Principal

12. Mrs. M. Dilshad Begum : Senior Faculty Member  
Assistant Professor : nominated by the Principal  
Department of Computer Science – A.N. Session
13. Dr. Amthul Azeez : Vice-Principal (F.N. Session)
14. Dr. S. Firdouse Jahan : Vice-Principal (A.N. Session)
15. All Heads of the Departments : Forenoon and Afternoon Sessions

**SPECIAL INVITEES:**

- i. Mr. Faizur Rahman Sayeed : Correspondent
- ii. Dr. Mercy Rajasekar : Controller of Examinations
- iii. Mr. R. Selvam : Financial Consultant
- iv. Dr. S. Jameela : Director, Centre for Women's Studies

**Recitation from the Holy Quran:**

1. The meeting commenced with the recitation of the verses from the Holy Quran and their translation into English by Dr. (Mrs.) G. Nafeesa Masood, Assistant Professor and Head, Department of Arabic.

**2. Welcome Address:**

Dr. Shanaz Ahamed, the Chairperson and the Principal of the College, welcomed all the Members and invitees to the Twenty Fifth Academic Council Meeting.

**3. (a) To confirm the Minutes of the 24<sup>th</sup> Academic Council meeting held on 18<sup>th</sup> March 2021:**

The Academic Council members resolved to confirm the Minutes of the 24<sup>th</sup> Academic Council meeting.

**(b) To review the action taken on the Minutes of the 24<sup>th</sup> Academic Council Meeting held on 18<sup>th</sup> March 2021:**

The Principal presented the Action Taken Report and the suggestions given by the members in the 24<sup>th</sup> Academic Council meeting. She also highlighted the following:

- (i) Initiatives were taken by the Departments to sign MoUs for Certificate Courses.
- (ii) The Business Incubation Centre had conducted Entrepreneurship Programmes for UG and PG students to equip them with life skills.
- (iii) Fee waiver were given to six Forenoon Session students and four Afternoon Session students under the "Sports Quota".

The Council approved the action taken report.

4. **To consider and approve the Result Analysis of the Online End Semester Examinations held in the month of April 2021:**

The Principal presented the Result Analysis of the April 2021 Examinations of the Undergraduate, Postgraduate and M.Phil. Programmes of both the Forenoon and the Afternoon Sessions.

**Forenoon Session:**

The overall pass percentage for the Undergraduate Programmes in the Forenoon Session was 98.86% in the II Semester, 99.31% in the IV Semester and 99.59% in the VI Semester. The overall pass percentage for the Foundation Courses was 100%. The overall pass percentage for the Postgraduate Programmes was 100% in the II Semester and 97.86% in the IV Semester and for the M.Phil. Programmes it was 100%.

**Afternoon Session:**

The overall pass percentage for the Undergraduate Programmes in the Afternoon Session was 98.77% in the II Semester, 98.86% in the IV Semester and 99.74% in the VI Semester. The overall pass percentage for the Foundation Courses was 99.72%. The overall pass percentage for the Postgraduate Programmes was 98.48% in the II Semester, 100% in the IV Semester and for MCA Programme it was 100% in the VI Semester.

The Academic Council Members resolved and approved the result analysis. They also appreciated the inputs given by the Controller of Examinations and the faculty members for the successful conduct of the online End Semester Examinations and results.

5. **To deliberate on the Report of the College activities from March 2021 to October 2021:**

(i) **Submission of Self Study Report to NAAC:**

The Principal made a special mention about the submission of Self Study Report on 7<sup>th</sup> September 2021 by the IQAC for the 4<sup>th</sup> cycle of NAAC accreditation.

(ii) **To consider and felicitate Teachers who had won Awards:**

The Principal felicitated 12 faculty members who were awarded Ph.D. degrees during the period from March 2021 to October 2021 of which 3 faculty members were from FN Session and 9 from AN Session. She also felicitated 17 faculty members who won awards from reputed organizations during the said period. The details are enclosed in "Annexure - I"

(iii) **To consider and deliberate on the Seminars/ Conferences/ Workshops conducted by the Departments:**

The Principal listed the number of Seminars, Conferences and Workshops conducted by the various Departments. 23 Seminars/Conferences and 8 Workshops were conducted by the various departments of both the Forenoon and Afternoon Sessions for the period from March 2021 to October 2021. The details are enclosed in "Annexure - II".

**(iv) To consider and appreciate the achievements of faculty members:**

The Principal presented a consolidated report on the achievements of the staff members of both Forenoon and Afternoon Sessions for the period from March 2021 to October 2021 by highlighting the following:

- (a) The overall Publications of 45 Research Papers by 16 faculty members from the FN Session and 10 faculty members from AN Session in the reputed books and journals.
- (b) Presentation of 8 papers in national and international conferences by the faculty members of both FN & AN Sessions.
- (c) 6 faculty members from FN Session and 1 faculty member from AN Session were nominated as Members in professional bodies, academic audit and external examiners.
- (d) 9 faculty members from FN Session and 1 faculty member from AN Session were nominated as Resource Person in Seminars, Webinars and online Workshops. The details are enclosed in "Annexure – III".

The Academic Council Members appreciated the achievements of the faculty members who have published research papers, appointed as members in professional bodies and nominated as resource persons.

**(v) To consider and appreciate achievements of the students in Curricular/ Co-Curricular/ Sports Activities:**

The Principal presented the achievements of the students in the curricular/ co-curricular/ sports activities of both the Forenoon and Afternoon Sessions for the period from March 2021 to October 2021. The details are enclosed in "Annexure – IV".

Academic Council members appreciated the achievements of the students in Curricular/ Co-Curricular/ Sports Activities

**6. To consider and approve the new syllabi to take effect from the academic year 2021-2022 onwards:**

In connection with the syllabi revision, the Principal stated that a new Committee called Curriculum Design and Development Committee (CDDC) was constituted keeping in mind the National Education Policy of India 2020 and the initiatives regarding its implementation and also for giving guidelines to faculty members for revising the syllabi from 2021 onwards. The CDDC along with the Outcome Based Education (OBE) Committee collaboratively created a framework for the syllabi revision. She also highlighted a manual titled Curriculum and Syllabus Revision was designed and circulated among the staff members of both the Forenoon and Afternoon Sessions.

The changes made in the existing syllabus and the new courses introduced during the Board of Studies held in July and August 2021 were presented and highlighted by all the Heads of the Departments of the Forenoon and Afternoon Sessions. A total number of 252 courses (subjects), out of which, 91 Undergraduate Courses and 37 Postgraduate

Courses in the Forenoon Session and 80 Undergraduate Courses and 44 Postgraduate Courses in the Afternoon Session were introduced in the syllabi revision 2021-2022. The list of new courses introduced is enclosed in "Annexure – V".

The newly framed syllabi 2021-2022 was placed in the Academic Council and the Principal requested the Academic Council to consider and approve the same to take effect from the academic year 2021 – 2022.

The Academic Council members resolved to approve the new syllabi. The same comes into effect from the academic year 2021-2022.

7. **To consider the decision of the members of the Academic Council to introduce and implement the Certificate Courses for the Undergraduate and Postgraduate students from the academic year 2021-2022 onwards:**

The Certificate Courses to be offered to the Undergraduate/ Postgraduate students in the academic year 2021-2022 was presented by Dr. Amthul Azeez, Vice-Principal (FN Session). The list of Certificate Courses introduced is enclosed in "Annexure – VI".

It was resolved to approve the Certificate Courses for the Undergraduate and Postgraduate programmes as presented in the Academic Council.

8. **Any other matter with the permission of the Chair:**

The following suggestions and deliberations were made by the Members:

1. Ms. Letika Saran, Management Nominee, remarked and suggested on the implementation of percentile analysis instead of percentage analysis for the results.

The Correspondent stated that the Institution follows percentage analysis as per the recommendations of the University of Madras.

2. Dr. M. Uma Maheswari, University Nominee, appreciated the efforts made by the faculty members in revising the syllabi.

3. Dr. P.L. Chithra, University Nominee, suggested incorporating MOOC's Swayam Courses as one unit in the syllabus itself.

In this regard, the Principal replied that it cannot be included in the curriculum, but UG/ PG students who take up such online courses are given extra credits. She also added that it is mandatory for the PG students to take at least one online courses per year.

4. Dr. P.L. Chithra, University Nominee, also suggested having one extra library hour in the timetable to encourage students to refer books from the library to inculcate reading habits among the students.

In this regard, the Principal responded by stating that one hour of library has already been incorporated in the regular timetable of the First Years. She also stated that the Chairman, S.I.E.T., Mr. Moosa Raza had initiated the Honours Club in 2010 to encourage reading habits among the faculty and students. The Honours Club conducts Book Review events and other literary competitions regularly and prizes are awarded to the winners.

5. Dr. T.J. Kamalanabhan, Management Nominee, raised a query about the mode of conduct of the Certificate Courses. The Vice-Principal (FN) replied that the introduction of Certificate Courses will be through online mode apart from the college hours and it is flexible and will be taught for 80 hours including Theory and Practical.

Dr. T.J. Kamalanabhan, Management Nominee, appreciated the placements and suggested to raise the salary bar of the students to Rs.3 lakhs and above. He suggested "Empanelment" i.e. the Institution should have tie ups with job consultancies who will offer better positions to the students in the renowned companies. He also suggested to initiate cold calls with alumnae for placements of current students in the firms in which they are working. He also recommended that arrangements can be made to place the students in the companies where they undergo summer internship course.

6. Both Ms. Letika Saran, Management Nominee and Dr. P.L. Chithra, University Nominee, also suggested teaching Cyber Security to the students of all Programmes.

In response to the suggestions, Dr. S. Firdouse Jahan, Vice-Principal (AN) said that Cybercrime has been added as a Unit in the Value Education Syllabus to create Cyber Safety awareness among the students.

#### **Concluding Remarks:**

The Members of the Academic Council appreciated the overall performance of the faculty members and the students.

#### **Vote of thanks:**

Dr. Rayeesunisa, Member-Secretary and Teacher Representative of the Academic Council proposed the vote of thanks. The meeting concluded with thanks to the Chair.

*Shas*  
Dr. (Mrs.) SHANAZ AHAMED  
CHAIRPERSON & PRINCIPAL

Encl.: Annexures – I to VI.

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*Dr. (Mrs) Shanaz Ahamed*  
PRINCIPAL  
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